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U. S. DEPARTMENT OF AGRICULTURE,

STATES RELATIONS SERVICE.

A. C. TRUE DIRECTOR

THE CARD INDEX OF EXPERIMENT STATION LITERATURE.

It is the purpose of this circular to outline briefly the general plan of the subject index of experiment station literature regularly issued in card form by the States Relations Service, and to state the conditions governing the distribution and sale of the index.

The index at the present time covers only the publications of the agricultural experiment stations in the United States, Alaska, Hawaii, and Porto Rico. Of these publications the index includes all regular, special, technical, and research bulletins and the reports, but not such publications as circulars and press bulletins, except as these are reprinted in the other publications mentioned. Publications of this department and of State boards or departments of agriculture are therefore not included. The index begins with the publication of the stations for the year 1888, and is kept as nearly up to date as is practicable.

The index comprises thirteen primary divisions, as follows: (1) General sciences, (2) air and water, (3) soils, (4) fertilizers, (5) plants, (6) foods, (7) animals, (8) entomology, (9) dairying, (10) technology, (11) agricultural engineering, (12) statistics, and (13) miscellaneous. These subjects have been divided and subdivided only so far as seemed necessary to facilitate reference to the individual entries of the index. Under general sciences are placed only such entries as relate to the general principles of the various sciences which lie at the foundation of experimental investigations in agriculture. Under statistics are included the entries relating to the organization, equipment, and general operations of the stations. The other primary divisions provide for the articles relating more directly to the agricultural and economic investigations. The plan of the index permits the addition of reference to any literature relating to agriculture, and also affords a wide opportunity for the extension of the index by individual students for their own special purposes.

Each of the divisions, as a rule, contains entries for all the important articles on the subject. In some cases, however, an article, especially of a popular nature, may deal with several subjects and be

indexed only under the most important phase of the work. As an illustration of this point, an article dealing with the use of fertilizers for field crops on certain soils may appear under only one of the headings—Fertilizers, Field Crops, or Soils. This has been necessary in order to keep the number of cards within reasonable limits. Where the index, however, is used in its entirety, as planned, cross references lessen the difficulty from this source. The divisions and subdivisions are arranged on a decimal system and are plainly indicated by the use of division cards of different colors.

The index is printed on cards 2 by 5 inches in size. Each index card contains an appropriate title, the author of the article, a reference to the publication in which it appeared and to the Experiment Station Record in which an abstract of the article may be found, and a condensed statement of its contents. At the upper right-hand corner of the card is a number indicating under what heading the card should be placed in the index. The order in which the cards are printed is indicated at the lower left-hand corner.

One copy of the index is sent without charge to each of the agricultural colleges and experiment stations and to several of the State boards and commissions of agriculture.

Besides this free distribution, the States Relations Service is prepared, under authority of the law, to furnish a limited number of incomplete sets of the index, which are short several thousand cards pertaining to the earlier station literature, at the price of \$2 per thousand cards. An additional charge of \$1.25 is made for colored division cards. A limited number of separate divisions of the index can also be furnished at \$3 per thousand, with a charge of 1 cent each for colored division cards. Information as to the number of cards available in the incomplete sets and in the separate divisions will be furnished on application. Subscribers for the complete index are informed when each successive lot of 1,000 cards is ready for distribution, while subscribers for separate divisions are notified about once a year as to the number of cards accumulated since the last consignment. The index, complete to January 1, 1918, consists of 37,600 cards. Approximately 1,000 new cards are added yearly. Only 300 copies of the index are printed, and no complete sets are available.

A key to the index, containing the system of classification, is sent on application.

Make payments in advance by United States postal order in favor of A. Zappone, Disbursing Officer, and forward in envelopes addressed to the Chief of the Office of Experiment Stations.